

# NOAA ACCESS REQUEST FORM SPACE ENVIRONMENT CENTER (SEC)

NAME: \_\_\_\_\_ SEC MAIL CODE: \_\_\_\_\_

SSN: \_\_\_\_\_ ROOM/PHONE: \_\_\_\_\_

ACTION (Check One):      \_\_\_ ADD                              \_\_\_ REPLACE

TYPE (Check One):      \_\_\_ FEDERAL EMPLOYEE      \_\_\_ AFFILIATE

CITIZENSHIP (Check One):      \_\_\_ UNITED STATES      \_\_\_ FOREIGN NATIONAL

DUTY HOURS (Check One):      \_\_\_ BUSINESS HOURS (6:00 am to 6:00 pm)      \_\_\_ 24 HOUR ACCESS  
(If both Foreign National and 24 Hour Access is Checked, Complete Back of Form)**USER GROUPS:**

- ☒ **NOAAEXT** (All exterior doors: GC300, GC429, 1A006B, 1A002, 1A401, 1B802, 1C001, 1D301, 1D010A, St#4-1B)
- \_\_\_ **SECALL** (1C303, 1C305, 1C306A, 1C403A, 1C404A, 1C404B, 1S101)
- \_\_\_ **SECLIM** (1C303, 1C305, 1C306A)
- \_\_\_ **TABLE** (Table Mtn. Field Site)
- \_\_\_ **BAO Tower** (Erie Field Site)
- \_\_\_ **LIBRARY** (Radio Bldg. Library)

**REQUESTING OFFICIAL:**

Name/Title:	Signature:	Date:
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**AUTHORIZING OFFICIAL:**

Name/Title: Mike Crumly/Administrative Officer	Signature:	Date:
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**MRSO SECURITY APPROVAL:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

(For Non-Federal Employees Only)      Wendy Monroe, MRSO, MC44, x5198, Room 1-4508

**SECURITY INVESTIGATION CHARGE:**

Org.# \_\_\_\_\_ Proj.# \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

This signature certifies that the above named Federal employee/Affiliate has received his/her PIN number/ID to access the exterior doors and if needed, access controlled, interior rooms in the NOAA Building at 325 Broadway, Boulder, Colorado. Federal employee/Affiliate agrees to keep his/her PIN number/ID confidential.